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13 July 1982

MEMORANDUM FOR: Chief, Records Management Division, DDA
                Chief, Management and Policy Group, IMS/DDO

FROM: 25X1

                 Chief, Classification Review Division

SUBJECT: Initial Report on the Survey of State Department   25X1
                 Records for 1950-54

1.   On 2 June 1982 CRD officers   25X1
began the survey of 1950-54 State Department records at the Department to
identify information of interest to CIA that may require continued protection.
A total of 84 hours was spent in this initial effort. The 123 file series
deals with administrative matters such as medical problems, reimbursement for
goods damaged in shipment, reports on field trips, etc., and the material runs
from TOP SECRET to unclassified.   25X1

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2.   The remainder of the 123 files, approximately 30 one-foot boxes,
are the regular State files for the 1950-54 period containing administrative
information as noted above.

For some additional comments on these files see Attachment C
and for samples of the type of documents contained in the 43 files see
Attachment D.   25X1

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4.   In the 1945-49 State records that we reviewed previously at NARS, we encountered several file numbers or series which referred to CIA, a predecessor organization, or to intelligence matters of a more general nature. Since these were files of definite concern to us, we spot checked the central record card files for the 1950-54 period (which are on microfilm) to determine whether these previously identified files continued to be used during the 1950-54 period or to determine what files may have succeeded them.

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5.   The correspondence found in the TOP SECRET 123 files was very consistent.

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6.   The following questions are based on the review of the 123 files:

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b. Given the concentration of sensitive material in the one
TOP SECRET box, should we ask State to withhold sending it to NARS?

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7. Recommendations by CRD:

a. Suggest that the 123 files be considered for temporary records
status.

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c. Continue our survey of State 1950-54 records by checking the files
cross-referenced in the 123 TOP SECRET File series.

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Attachments:
A.
B.
C. Comments on some documents
D. Document samples
E. Sample Cross-reference sheets found

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